

DEPARTMENT OF SOCIAL SERVICES

CHILDREN'S DIVISION

P. O. BOX 88

JEFFERSON CITY, MISSOURI

September 25, 2009

What's Inside:
HIPAA, CPR, and
First Aid training
for resource
providers

M E M O R A N D U M

TO: REGIONAL EXECUTIVE STAFF, CIRCUIT MANAGERS, AND
CHILDREN'S DIVISION STAFF

FROM: PAULA NEESE, DIRECTOR

SUBJECT: HIPAA, CPR, AND FIRST AID TRAINING FOR RESOURCE
PROVIDERS

DISCUSSION:

The purpose of this memorandum is to provide clarification of the following required resource provider trainings:

- Health Insurance Portability and Accountability Act (HIPAA)
- Cardio Pulmonary Resuscitation (CPR)
- First Aid

HIPAA

The requirement of HIPAA training was introduced with memo [CD03-07](#). This training requirement must be completed prior to licensure. The resource provider is credited one (1) in-service training hour for successfully completing this pre-licensure requirement using the training code V980.

CPR

Council On Accreditation (COA) requires that all licensed resource providers are trained in CPR. All licensed resource homes must successfully complete CPR training during the first year of licensure and must successfully complete CPR training every two years thereafter. The provider will be credited for three (3) in-service training hours for successfully completing the training using the training code V252.

First Aid

COA requires that all our licensed resource providers are trained in basic first aid. All licensed resource homes must successfully complete first aid training during the first year of licensure and must successfully complete first aid training every two years

thereafter. The provider will be credited for three (3) in-service training hours for successfully completing the training using the training code V898.

NECESSARY ACTION 1. Review this memorandum with all Children's Division staff. 2. Review revised Child Welfare Manual chapter as indicated below. 3. All questions should be cleared through normal supervisory channels and directed to:	
PDS CONTACT Elizabeth Tattershall 573-522-1191 Elizabeth.Tattershall@dss.mo.gov	PROGRAM MANAGER Dena Driver 573-751-3171 Dena.D.Driver@dss.mo.gov
CHILD WELFARE MANUAL REVISIONS Section 6 Chapter 2 Subsection 5	
FORMS AND INSTRUCTIONS N/A	
REFERENCE DOCUMENTS AND RESOURCES Notice of Privacy Practices Regarding Your Protected Health Information, CSE-10, available on CD desk top only	
RELATED STATUTE N/A	
ADMINISTRATIVE RULE N/A	
COUNCIL ON ACCREDITATION (COA) STANDARDS (List or put N/A if not applicable.)	
CHILD AND FAMILY SERVICES REVIEW (CFSR) N/A	
PROTECTIVE FACTORS N/A Parental Resilience Social Connections Knowledge of Parenting and Child Development Concrete Support in Times of Need Social and Emotional Competence of Children	
FACES REQUIREMENTS N/A	